



## City of Somerville, Massachusetts

### Job Creation and Retention Trust

#### **Meeting Minutes**

Tuesday, March 9th, 2021, 6:00pm

In attendance: Vickie Choitz, Anika Van Eaton, Thomas Bent, Rand Wilson, Thomas Galligani, Silvana Dinka, Lisa Cook, Jesse Clingan

#### **1. Approve February 9 meeting minutes**

- Tom Bent made a motion to approve. Motion was seconded by Vicki Choitz.
- Motion was passed unanimously by roll-call vote.

#### **2. Presentation: Mayor Summer Jobs Program**

- Jennifer Mancia, Community Services Manager, presented an update on the Mayor's Summer Job Program that provides quality employment for youth ages 14 and up to graduating seniors for a 6 week summer internship. Tom Galligani asked how many students in a typical year are placed in the Summer Jobs Program and how many in private vs public agencies. Jen confirmed there are between 90 and 110 placement per year placed in public agencies. Jen has received commitments from Greentown Labs, Mass General Brigham, and a smaller bakery for Summer Jobs and continues to contact about 3 businesses a week. Tom Bent suggested connecting with Main Streets groups, CTE School, and offered to share with the Somerville Chamber of Commerce and CTE Headmaster Sean Callanan.
- J Mancia shared the Summer Jobs flyer for members of the board to advertise. T Galligani highlighted that the Mayor's Summer Job Program will strengthen partnerships with private employers in Somerville.

#### **3. Updates:**

- Grants Report Updates

T Galligani gave an update on the progress of 2020 grant recipients

- BHCC is running a program with East Somerville Main Streets to lead an ESOL and customer services training program for retail and restaurant workers located along Broadway Avenue in East Somerville. The program has been running since September. COVID-19 has made running the program a bit difficult, but manageable. The program had to work out a lot of kinks in the Spring and Summer related to COVID-19.
- Asian American Civic Association (AACA) is providing programing and stipends for Somerville students for their Truck Mechanic Program. The program is operating in a virtual setting, with a transition to hands on learning. AACA is also running a bank teller program, and they are looking for new programs to create and apply funding for. AACA is running their custodial training program, and is transitioning to in person learning. One of the challenges is finding residents in Somerville that meet the income requirements for the program. Outreach has been through places of worship, and non profits. T Galligani connected AACA with both Main Street organizations and The Welcome Project. Outreach has been challenging because previous methods of outreach were interrupted by COVID-19. T Bent asked if AACA and the CTE diesel mechanic programs have been connected to develop additional opportunities for graduation seniors.
- Just A Start- There are 7 Somerville Residents enrolled in the program. 5 in the IT program. 2 in biotech life science program. No issues as of now. Lisa C- suggested contacting the housing departments resident coordinators for future outreach.
- L Cook has been meeting with AACA and Sean Callanan at CTE school to understand when the school will be open again for adult learners.
- L Cook gave an update on adult training programs at SCALE and the challenges operating in a virtual environment. Registered a 100 students in January and ran out of laptops. Launched Cisco classes funded by JCRT this week being run by BHCC and also launching Healthcare IT designed in tandem with Benjamin Franklin and Partners to get credits at Benjamin Franklin. Running job training classes through July. Reporting regarding registration.

#### **4. Vote on 2021 investment priorities**

- Investment Purpose Statements (see document)
  - R Wilson reiterated interest in the municipal internship program and in exploring the feasibility of an earn while you learn model to continue to retain residents in municipal jobs in Somerville.

- T Bent stated his interest in industry-specific training programs, specifically childcare advancement and contextualized education for adult and English language learners.
- L Cook stated the opportunity for adult education and training programs to get into the new Somerville High School is an exciting step towards ramping up services in adult education. Covid-19 has made reopening very difficult. Tom Bent stated that the Jobs Trust may consider funding a larger portion towards existing CTE programs, especially since the jobs that the CTE programs train for generally pay living wages and have union involvement. Rand Wilson added how Childcare for adult learner will be an important part of that
- Rank voting spreadsheet (see document)
  - The Rank voting spreadsheet was sent via email for voting on each tab and the spreadsheet will automatically tabulate votes in real time. There were no questions about the process.

## **5. Voting:**

- The votes were tallied in real time. Each board member ranked the 12 investment opportunities. The top investment opportunity would receive a score of # 1, the second rank would receive a # 2 etc. Total vote shouldn't be more than 78. Then the scores would be added up.
- Results of the voting are included in the attachment on the following page.
- V Choitz shared the current JCRT budget update. About \$417,000 was spent in 2020. The JCRT is projecting to receive for \$1.3 million in 2021. At a minimum the board can invest \$267,000 in our priorities areas. We will discuss this at our next meeting on April 13<sup>th</sup>.

## **6. Discuss next investments**

- This was postponed until the next meeting.

## **7. Schedule the next quarters meetings**

- The next meeting is scheduled for April 13<sup>th</sup>, 2021, 6pm.

## **8. Other business not reasonably anticipated by the Chair**

- V Choitz stated that The State Ethics Commission's conflict of interests training needs to be completed prior to the next meeting. T Galligani will send an email.
- J Clingan gave an update on board appointments. The administration submitted a name for a business owner to sit on the board and that nomination is waiting to be heard by the committee of appointments. The business appointee will appear at the next meeting.

## **9. Adjournment**

- Motion to adjourn made by A Van Eaton. T Galligani seconded the motion
- Motion was passed 7-0 by roll-call vote at 7:23.

Meeting minutes approved on April 13, 2021.

## Attachment

### 2021 Investment Rank Priorities – Tabulated during the March JRTA Meeting

| Idea                                                                                                      | Total Rank pts | Rank | Funding Allocation | For your top ranked idea, put a "1" for ranked first. For your second highest priority, put a "2", etc. |
|-----------------------------------------------------------------------------------------------------------|----------------|------|--------------------|---------------------------------------------------------------------------------------------------------|
| Wage theft/worker rights and responsibilities training                                                    | 38             | 3    |                    |                                                                                                         |
| Industry-specific training program(s)                                                                     | 27             | 1    |                    |                                                                                                         |
| Contextualized education for adult and English Language Learners                                          | 42             | 4    |                    |                                                                                                         |
| Rapid response strategy for worker displacement                                                           | 56             | 8    |                    |                                                                                                         |
| Professional development for adult education teachers and workforce professionals                         | 50             | 5    |                    |                                                                                                         |
| Job quality HR training for Somerville small businesses and entrepreneurs                                 | 55             | 7    |                    |                                                                                                         |
| Childcare career advancement initiative                                                                   | 29             | 2    |                    |                                                                                                         |
| One-year post-placement support for students in the 2020 Jobs Trust training and adult education programs | 61             | 10   |                    |                                                                                                         |
| Digital literacy training and resources                                                                   | 69             | 11   |                    |                                                                                                         |
| Public Space and Urban Forestry Participatory Action Research (PAR) Team - \$37,580 (needs to start ASAP) | 87             | 12   |                    |                                                                                                         |
| Supporting employee-ownership business models in Somerville                                               | 58             | 9    |                    |                                                                                                         |
| Somerville Municipal Apprenticeship Program for City Employees                                            | 52             | 6    |                    |                                                                                                         |
| <b>Total</b>                                                                                              |                |      | <b>\$0.00</b>      |                                                                                                         |
| 2020 Remainder                                                                                            |                |      | \$417,845.00       |                                                                                                         |
| 2021 Projected                                                                                            |                |      | \$1,368,960.00     |                                                                                                         |
| Total Budget with projected                                                                               |                |      | \$1,786,805.00     |                                                                                                         |
| <b>Existing 2021 Allocations</b>                                                                          |                |      |                    |                                                                                                         |
| HR + Job Quality Training for Small Business                                                              |                |      | \$81,000.00        |                                                                                                         |
| Rapid Response Fund for Students                                                                          |                |      | \$22,000.00        |                                                                                                         |
| City Staff Person                                                                                         |                |      | \$47,500.00        |                                                                                                         |
| Total Allocated 2021                                                                                      |                |      | \$150,500.00       |                                                                                                         |
| 2021 Remainder - projected                                                                                |                |      | \$1,636,305.00     |                                                                                                         |
|                                                                                                           |                |      | \$417,845.00       |                                                                                                         |
|                                                                                                           |                |      | \$150,500.00       |                                                                                                         |
| 2021 available now after existing 2021 allocations                                                        |                |      | \$267,345.00       |                                                                                                         |